



UNIVERSITÀ DEGLI STUDI DI PALERMO

CALL FOR APPLICATIONS TO BE ADMITTED TO THE MASTER DEGREE COURSE SCHOOL OF MEDICINE AND SURGERY -- ACADEMIC YEAR 2020-2021

MASTER DEGREE COURSE ON NEUROSCIENCES – LM-6 - ENGLISH COURSE

THE RECTOR

- Given** the Law n. 241 dated 7.08.1990, related to the new rules for the administrative procedures and the right of access to the administrative documents, as amended and revised;
- Given** the Law n. 341 dated 19th November 1990 laying down rules reorganising the University teaching systems;
- Given** the D.L. 25 July 1998, n. 286 “Consolidated text of the provisions concerning immigration regulations and rules on the status of foreigners”;
- Given** the Law 264 dated 2nd August 1999 laying down rules on how to access to the University courses" as amended and revised;
- Given** the D.P.R. (Decree of the President of the Italian Republic) 28.12.2000, n. 445, Consolidated Act of the regulations and legislative provisions regarding the administrative documents;
- Given** the D.Lgs.(Legislative Decree) 30.06.2003, n. 196, on the protection of natural persons with regard to the processing of personal data and on the free movement of such data and in particular art. 154 – paragraphs 4 and 5;
- Given** the D.M. (Ministerial Decree) 22 October 2004, n. 270 concerning the "Amendments to the Regulation on the didactic autonomy of Universities approved by the decree of the Ministry of University and of scientific and technological research n. 509 dated 3rd November 1999;
- Given** the DD.MM. issued on 16th March 2007 with which, “according to the aforementioned decree n.270/2004, the classes of degree courses and degrees courses have been defined;
- Given** the Law n. 170 dated 8th October 2010 on the Rules on specific learning disabilities in schools”;
- Given** the Didactic Regulation of the University of Palermo as revised with the DR n. 341/2019;
- Given** the resolution n. 21 dated 27th January 2020 issued by the Board of Directors and related to the “Identification of the training offer – Academic year 2020/2021: Accesses planning”;
- Given** the resolution n. 1 dated 27th January 2020 issued by the Academic Senate and related to the “Identification of the training offer – Academic year 2020/2021: Accesses planning”;
- Given** the Legislative Decree (D.L.) n. 18 dated 17th March 2020 laying down rules on the “Enhancing measures of the National Health Service and of economic support for families, workers and businesses related to the epidemiological emergency from COVID-19 "and, in particular, art. 101, as converted and amended with the Law no. 27, 21st April 2020.

DECREEES

Art. 1

General provisions

The University of Palermo has launched a public selection for admitting **20 students** *EU Nationals and/or Not EU Nationals* but residing in Italy pursuant to art. 39, paragraph 5 of Legislative Decree 25 July 1998, n. 286 and **5 students** *Not EU Nationals* residing abroad, at the Master Degree Course on Neurosciences – Lm-6 - English Course (Cod. 2241) at the Department of Biomedicine, Neurosciences and Advanced Diagnostics (Bi.N.D.) - Academic year 2020-2021.

Art. 2

Requirements

The selection is open to:

1. Candidates holding a Bachelor's Degree in classes 1 (Biotechnology Degrees) and 12 (Biological Sciences degrees) (DM 509), and/or in classes L-2 (Biotechnology) and L-13 (Biological Sciences) (DM 270);
2. Candidates holding a three-year Bachelor Degree and/or University diploma, provided that they have acquired at least 60 ECTS for courses as below defined as stated in their CV;
3. Candidates holding an educational qualification obtained abroad equivalent to the degrees as per paragraph A, and deemed suitable pursuant to the current University Didactic Regulations provided that they have acquired at least 60 ECTS for the topics as follows:

At least 24 ECTS in the following educational fields:

BIO / 01, BIO / 02, BIO / 04, BIO / 05, BIO / 06, BIO / 07, BIO / 09, BIO / 10, BIO / 11, BIO / 14, BIO / 16, BIO / 17, BIO / 18, BIO / 19; MED / 01, MED / 03, MED / 04, MED / 07, MED / 08, MED / 26, MED / 37, MED / 39, MED / 48.

At least 18 ECTS in the following educational fields

from FIS / 01 to FIS / 08, INF / 01, ING-INF / 05, from MAT / 01 to MAT / 09, from CHIM / 01 to CHIM / 12, SECS / 01 or 02, INF / 01, ING-INF / 05, MPS / 02, MPS / 03.

4. English knowledge - Level C1 as per the "Common European Framework of Reference for Languages", requirement proved by the CV and/or other certification. This qualification is not requested *for native English candidates* and for candidates that have already obtained a degree attending an English Degree Course. In all other circumstances, admission is subject to an evaluation process carried out by the Professors - Members of the Didactic Commission.

For students/candidates having a B2 English level, an English language course will be activated under the scheme of "Additional Linguistic Knowledge" course, in order to bring their knowledge to a level equal to C1.

Candidates with a English knowledge lower than B2 will not be admitted.

Italian language knowledge, in written and oral, will be proved by the CV and/or by other certifications. In any other circumstances, admission is subject to the assessment process carried out by the Professors - members of the Didactic Commission. By the way and if required, an Italian language course will be activated under the scheme of "Further Linguistic Knowledge" field.

Candidates not having acquired the Degree yet can be admitted on a conditional basis. In this situation, by the 18th of September 2020 they have to show to have the requirements as foreseen by this public notice and that they have acquired all the ECTS as foreseen by the own Education/didactic regulation, excluding the ECTS foreseen for the final dissertation. Those candidates, if usefully placed in the rankings and if entitled following the scrolling of the ranking, will be able to join the Master's Degree only if they obtain the degree before the date as per following art. 6, - enrolment in the first year of the master's degree in Neurosciences.

In order to allow to verify the possess of the necessary requirements to be admitted to the competition, candidates holding the requirements foreseen in paragraph B and C of this article, not having not obtained yet their degree, must send a self-statement on the taken exams', along with a cv and the English language

certification, by e-mail to the certified e-mail address (PEC) pec@cert.unipa.it, **no later than the 18th September 2020**,

If a candidate participating in this call for applications does not have a certified email address, she/he can send the application form to the following email address: bandi.studenti@unipa.it.

Due to the restrictions, caused by the state of emergency on the national territory, relating to the health risk associated with the onset of diseases deriving from transmissible viral agents - COVID-19, the self-certifications must be sent online: **written applications will not be accepted**.

As far as the online submission is concerned, please be guided as follows:

1. mentioning in the email subject: "Documentation - Call for applications -- Neurosciences course 2020/21";
2. attaching, in a single pdf file (max size 15 Megabyte), the taken exams' self-statement, the CV, the English language certification and the Italian language certification. The Administration is not responsible for any errors incurring with the sending, especially if the attachment is incomplete, and/or incorrect and/or unreadable, and if it generates errors when downloaded. No other communication will be sent to the candidates;
3. specifying in the email: surname, name, date of birth, place of birth, fiscal code, telephone number.

The online application form procedure will be complete receiving a reference number sent to the PEC or e-mail address, used by the candidate.

Each candidate is requested to check own email address in order to acquire this reference number proving the receipt of the sent documentation.

Candidates with curricular requirements will be admitted to the selective test, according to the indications described in art. 5 of this announcement, by undergoing the oral test, aimed at ascertaining critical skills, maturity, expectations, motivations and overall personal preparation, and moreover English and Italian knowledge.

Art. 3

How to apply

Applicants must submit their application forms online as follows:

1. Enter the page <https://studenti.unipa.it> and choose "Portale studenti Unipa";
2. Register and log-in;
3. Choose "Application form for restricted degree courses - Domanda di partecipazione a concorso per Corsi di Laurea a numero programmato" and fill in the application form;
4. Candidates are requested to pay a contribution equal to € 55,00, otherwise shall be excluded. The *online* payment has to be done **no later than 24th August 2020**, otherwise shall be excluded. The payment of the contribution cannot be reimbursed, under no circumstances. Candidates are kindly requested to keep the receipt of the payment for the contribution fee and, if requested, to show it to the General Coordination Commission or to the Person in charge of the classroom operations during the exam.

According to the current privacy laws and regulations, each candidate will be identified with a number as released by the PAGOPA payment system. Each candidate will keep this information data in order to verify her/his presence in the rankings.

Applications submitted not in according to what foreseen in this public notice and/or with other payment will be rejected.

The list of candidates submitting the application forms will be published on the website www.unipa.it/provediammissione, after the foreseen submissions deadline.

As far as the self-statements are concerned, the applicants certifying and stating false declarations will face the penal sanctions, foreseen in all circumstances of untruthful declarations, the formation or use of false documents, according to the Article 76 of D.P.R. 445/2000, as well as the forfeiture of the benefits resulting from the provision issued on the basis of the untruthful declaration, if from the audit carried out the non-truthfulness of the content of any of the statements made (art. 75 DPR December 28, 2000, no. 445) emerges and will be declared automatically lapsed from the right to enrolment.

Candidates are requested to read carefully the public notice and must comply with all the foreseen instructions.

Therefore, the applicants/candidates are the only responsible for the information they provide during the application submission process and they are requested to verify the accuracy of given information.

If admitted, they commit themselves to comply with the procedures and instructions required for the enrolment, carefully and precisely.

Candidates certified as disable pursuant to the Law 104/1992, as amended and modified and to the Law 17/1999, may ask for the benefits as foreseen in the laws, mentioning it in the application form. Namely, it must be specified the needed support for attending the tests in relation to one's own condition, as well as the possible need for additional time for carrying out the examination tests. In such situations, they will have to produce suitable medical-health certification that specifies the essential elements relating to their condition, in order to allow the Administration to prepare tools and instruments to guarantee all they need in time.

Failure to indicate in the application of the necessary aids automatically make the Administration free of any obligations.

Moreover, **within the 24th of August 2020** the candidates certified as disables must also send by email to cud@unipa.it a request addressed to the Unità Operativa Abilità Diverse Office, in order to allow an adequate organization of the requested services. After this deadline, the necessary assistance will not be provided.

Candidates, suffering from specific learning disabilities (DSA) and certified according to the law n.170/2010, must fill in the dedicated section during the submission application process. Moreover, **within the 24th August 2020**, they must send all the needed certifications, by email to cud@unipa.it to the office - Unità Operativa Abilità Diverse.

Candidates can be admitted to the test with the medical certifications even if not updated due to the limitation of the NHS's activity due to COVID-19 emergency. However, the University of Palermo reserves the right to request additional documentation provided therein.

Applicants with disabilities and/or with DSA disability residing abroad and intending to take advantage of the measures described above, must show the certification attesting the status of disability or DSA as issued in the country of residence.

This certification has to be sent along with a sworn translation released by an official or certified translator conforming to the original text by the Italian diplomatic Offices, in Italian or English.

The Operational Unit Unità Operativa Abilità Diverse of the University of Palermo is the office in charge of examining the certifications referred to in the preceding paragraphs, including foreign documents attesting the disability, disability or specific learning disability recognized by the Italian legislation.

Art. 4

Selection Commission

The Commission along with the people in charge of the classroom operations during the examination phase will be appointed by a Rector's Decree, upon the proposal by the School of Medicine and Surgery. The Decree will be published on the website <http://www.unipa.it/bandicommissioni>.

Art. 5

Exams procedures

The admission test to the Neuroscience Master degree course consists in an oral test, aimed at ascertaining critical skills, maturity, expectations, motivations and overall personal preparation, and moreover English and Italian knowledge.

The admission test will be held on the 25th September 2020 at 10.00 (Italian local time). Day, venue, and time will be published on <http://www.unipa.it/provediammissione> .

No other communication and information will be sent to the interested parties.

All the candidates are requested to arrive at the examination venues, no later than 8.30 (Italian local time) otherwise excluded. The identification procedures will be carried out in compliance with the safety directives for the containment and management of the epidemiological emergency COVID-19.

This public notice is an official communication and the candidates won't receive any other information and communication.

Candidates may be admitted to the exam, upon presentation of a valid personal identity document. The Commission will identify candidates, reporting the details of the identification document on specific registers.

Art. 6

Rankings and scrolling

The rankings will be officially published on the website <http://www.unipa.it/gradutorie> according to deadlines set by Law 264 dated 2nd August 1999.

Two rankings will be published: one for EU and not EU nationals residing in Italy, as per art. 39 of the L.D. 286/1998; and another one for foreign candidates residing abroad

The admitted candidates, according to the rankings drawn up will have to pay taxes and the all registration fees from 1st October 2020 to 9th October 2020 throughout the online procedure SPID (Italian Public Digital Identity System).

Candidates are strongly recommend to meet this deadline for the enrolment. No exemption will be granted from this deadline.

Failure to pay and release it constitutes a waiver in the ranking place that will be used for the following scroll.

Should there be any places available on the 9th October 2020, the list of those entitled to enrol by scroll will be published by the 14th October 2020 on <http://www.unipa.it/scorrimenti> at the disposal of the Responsible Officer.

Enrolment must take place no later than 19th October 2020, under penalty of forfeiture.

Candidates admitted on a conditional basis resulting winners in the merit ranking, must respect the deadline for enrolment and at the same time be in possession of the Degree, under penalty of losing the place in the ranking and the right to enrol in the Master's Degree subject of this notice.

Any places not used within the ranking of candidates from non-EU countries residing abroad, will be intended for students from EU and non-EU countries residing in Italy for possible slides, according to MIUR directives.

Beyond the aforementioned date, in the event that there are vacant positions and candidates present in the ranking, the scrolling will be managed by the Administrative Secretariat of the Special Service for Teaching and Students, by publishing the device of the Responsible Officer.

Art. 7

Enrolment procedures

Candidates included in the rankings have to enrol paying foreseen fees and sending the online enrolment form throughout the *SPID* procedure according to the provisions foreseen in this public notice and to the instructions as described on the website www.unipa.it/accessoprogrammato.

Candidates have to comply with this enrolment date. No exemption can be granted in this regard.

To be enrolled it is requested:

1. to have own ISEE (University) and / or income ISEE for non-EU candidates residing abroad;
2. Enter the page <https://studenti.unipa.it> and log-in;
3. Upload a ID picture in jpg format (420x480 pixels and less than 200KB);
4. Follow the instructions for the “pratica di immatricolazione” (enrolment procedure), releasing a pdf document at the end of the procedure;
5. Make the payment throughout the PAGOPA system;
6. Send all the documentation throughout the SPID system on the website Portale Studenti UNIPA – Mandatory Procedure;

Candidates who will not enrol, following the instructions for fees/contribution payment and the online procedure of the application registration form, within the foreseen deadlines will be considered to have renounced, regardless of the reasons for the delay.

It is worth underlining the need to be already in possession of the ISEE (University) valid at the time of undertaking the enrolment procedure; and candidates are therefore invited to request it, from a CAF or other

authorized persons, in good time. In any case, rules are set in the Student Contribution Regulations in force for the A.Y. 2020/2021.

Art. 8

Final rules

According to the Art. 4 of Law n. 241 07/08/1990, the Officer in charge of the procedure is Mr Gaetano Inserra in charge of the University office --- U.O.Concorsi,Immatricolazioni e Carriere Studenti”.

The candidates have the right to exercise the right of access to the documents of this admission procedure according to the regulation (D.R. 664 dated 9th February 2004), pursuant to the Law of 7 August 1990, n. 241 and of the D.P.R. 352/92. The motion to access to the documents and to exercise the right to access to the documents must be submitted to the following office: Ufficio per le Relazioni con il Pubblico dell’Amministrazione Centrale – urp@unipa.it – phone number 091/23893666.

As far as the privacy provisions are concerned please refer to the D.Lgs. 196/2003.

This decree is an official summons: no other communication will be sent to the interested parties.

For all the issues, not explicitly mentioned in this public notice, please refer to the regulations, laws and the other rules in force.

F.to The Rector

Prof. Fabrizio Micari

This document is the English version of the call for applicants, issued by D.R. (Rector Decree) written in Italian. In case of doubts or misunderstandings, the Italian version is prevalent.